

FREDERICK COUNTY
Local Emergency Planning Committee (LEPC)
Meeting Minutes

DATE: Monday, December 8, 2014

LOCATION: Public Safety Training Facility
5370 Public Safety Place
Frederick, MD

ATTENDEES: Jessica Carrington, ARC; Steve Cooper, FC-DEP; Bruce DeGrange, FPD; David Ennis, FC-DPW; Milt Frech, Brunswick PD; Chip Jewell, FC-DVFRS; Carroll Jones, MML representative; Mike Kepler, ARC; Robert McNamara, Trans-Tech, Inc.; Dave Martin, FCSO; Seamus Mooney, FC-DEP; Ken Poole, DFRS; Joyce Renner, State Farm Insurance; Barbara Rosvold, FCHD; Timothy Shelton, FC-DFRS; Ross Smith, NIH/NCI; Doug Wallick, FC-DFRS; John Woelfel, FC-DEC.

Chairman Seamus Mooney called the meeting to order at 0830 hours.

INTRODUCTION AND WELCOME OF LEPC MEMBERS AND GUESTS

All in attendance introduced themselves.

MEETING MINUTES:

- A motion was made by D. Wallick and seconded by B. Rosvold that the minutes of the August 11, 2014, meeting be accepted as presented and with one minor revision. The motion passed unanimously.

COMMITTEE REPORTS:

- External Sub-Committee
 - S. Mooney reported that the LEPC and other County agencies will be working with MARC Train to develop a full-scale exercise to be conducted on April 12, 2015.
 - Captain Seth Edwards (DFRS) gave an overview of the exercise, which will have a hazardous materials component.
 - Chairman Mooney asked if we should designate this exercise as the LEPC's 2015 annual exercise. A motion was made by C. Jewell and seconded by T. Shelton to use this exercise to meet the LEPC's annual exercise requirement for 2015. The motion passed unanimously.
- Internal Sub-Committee
 - S. Cooper stated that he will be sending out the Constitution and By-Laws to members of the sub-committee for review and comment. A meeting will be scheduled prior to the next LEPC meeting by the sub-committee chair to address any recommended changes.

OLD BUSINESS or INFORMATION:

- LEPC/DFRS/CSX Exercise
 - K. Poole gave a briefing on the exercise that was conducted at the Brunswick Rail Yard on September 27, 2014. The After Action Report is being developed.
 - A table-top exercise (TTX) will be scheduled with City of Brunswick officials.

NEW BUSINESS

- National Response Center (NRC) Notifications
 - S. Cooper reported details of numerous Situational Awareness Reports that had been received from the NRC since the last meeting.
 - K. Poole reported that DFRS has changed its policy and, even though it is not a requirement, will notify the NRC when they respond to a Haz Mat incident. This may help them recover some of the cost of supplies used to mitigate incidents. He also gave an overview of their grant requirements and expenditures.
- 2015 Membership
 - S. Mooney requested those in attendance to review the proposed 2015 membership list. J. Carrington stated that Mike Kepler was replacing Nicholas Geier as an ARC representative. R. Smith recommended that Ft. Detrick be contacted to see if they want to remain on the list. No further recommendations were proposed.
- 2015 Proposed Meeting Schedule
 - Chairman Mooney asked if the group felt the frequency of the LEPC meetings should be reduced or remain at least quarterly as outlined in the Constitution and By-Laws. The consensus was to maintain the quarterly schedule. The 2015 meeting schedule will be:
 - February 9
 - May 11
 - August 10
 - November 9

ROUNDTABLE:

- M. Frech
 - The City of Brunswick will be conducting a table-top exercise (TTX) for city officials at 0830 hours on December 12.
- D. Martin
 - FCSO personnel have met with DFRS and Health Department staff regarding response to potential Ebola cases.
 - Local law enforcement agencies have obtained a cache of personnel protective equipment.
- B. Rosvold
 - The Health Department has been briefing EMPAC sub-committees on Ebola issues.
- S. Mooney
 - We will be moving to a new platform of the Everbridge Notification System after the first of the year. Along with other changes, this will give us the ability to tie Everbridge into other systems.
 - We are still in the process of moving the Emergency Operations Center (EOC) to this building (PSTF). Once operational, we will hold an 'Open House'.
- D. Ennis
 - DPW hopes to have the new EOC finished by the end of this month, and the new Back-up 9-1-1 Center finished by mid-2015.
- R. McNamara,
 - Trans-Tech has completed its annual Hazardous Waste Operations and Emergency Response Standard (HAZWOPER) training.

- J. Carrington
 - Carroll County is now in the Western Territory, but that hasn't changed anything about how or when we respond.
 - We have strong volunteer teams in each county - Carroll, Frederick, Washington, and Western Potomac (Allegany and Garrett).
- C. Jewell
 - New self-contained breathing apparatus (SCBA) has been received, and fit testing is underway.
 - In process of installing Mobile data Terminals (MDTs) in apparatus/vehicles.
 - Have applied for a Staffing for Adequate Fire and Emergency Response (SAFER) Grant totaling \$2.2 to purchase new style portable radios to make us more interoperable with surrounding jurisdictions. There is a separate County CIP request to change over all DFRS radios to the new style radio.
 - We are developing a new ID for volunteers.
 - DFRS developed a Ebola Response Program for personnel.
 - We are checking that all fire/rescue companies are meeting requirements.
- K. Poole
 - DFRS has changed its Confined Space Policy. Many people thought that DFRS staff was their required "2 out" team for confined space entries – they are not.
 - Ft. Detrick is the main responded to confined space incidents in the County and are supported by the County's Advanced Technical Rescue (ATR) Team.

A motion was made by C. Jewell and seconded by B. Rosvold to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 0915 hours.

Respectively submitted by Steven Cooper, Secretary.